



**REGULAR MEETING OF THE BOARD OF GOVERNORS
OF GRANDE PRAIRIE REGIONAL COLLEGE
GRANDE PRAIRIE REGIONAL COLLEGE, E211
MARCH 25, 2010, 3:00 P.M.**

Board Members: Mr. Michael O'Connor, Chair
Ms. Jackie Clayton
Mr. Tim Garner
Mr. Don Gnatiuk
Ms. Debra Gustavson
Mr. Richard Horner
Ms. Anita Luck

Ms. Wendy McMillan
Mr. Grant Menzies
Mr. Peter Merlo
Mr. Vince Vavrek
Notice of absence:
Ms. Chelsey Greene
Mr. Daniel Lemieux

Guests: Carmen Haakstad Marg McCuaig-Boyd Lynne Ness
Jean Nordin Nicole Prediger Ken Riley
Tim Schultz Karen Scribner

Media: Darrell Winwood, Daily Herald-Tribune

CALL TO ORDER

The Board Chair called to order the public session of the meeting at 3:22 p.m.

ADOPTION OF AGENDA

The Board Chair called for amendments to the Agenda of March 25, 2010.

MOVED by A. Luck, seconded by D. Gustavson, the Agenda of March 25, 2010 is approved as circulated.

**CARRIED
5353/2010**

MINUTES OF FEBRUARY 25, 2010

The Board Chair called for errors or omissions in the February 25, 2010 Minutes.

MOVED by J. Clayton, seconded by P. Merlo, the Minutes of February 25, 2010 are approved with an editorial in the recognition appendix.

**CARRIED
5354/2010**

MONITORING CEO PERFORMANCE**EL-8 – INVESTMENTS**

The Board received and reviewed the CEO Monitoring Report for Executive Limitation (EL-8) Investments.

MOVED by P. Merlo, seconded by T. Garner, the Board accept the CEO Monitoring Report on Executive Limitation (EL-8) Investments as a reasonable interpretation of the policy supported by appropriate rationale.

CARRIED
5355/2010

D. Gnatiuk introduced Mr. Kevin Chrenek, Investment Advisor to GPRC for RBC Dominion Securities Inc., who presented an overview of GPRC's Investment Portfolio, its performance, and recommendations for the future.

EL-7 – COMMUNICATION AND SUPPORT TO THE BOARD

The Board received and reviewed the CEO Monitoring Report for Executive Limitation (EL-7) Communication and Support to the Board. The Board expressed their appreciation for the amount of detail and information that they receive. It serves to keep them informed on a variety of levels.

MOVED by A. Luck, seconded by P. Merlo, the Board accept the CEO Monitoring Report on Executive Limitation (EL-7) Communication and Support to the Board as a reasonable interpretation of the policy supported by appropriate rationale.

CARRIED
5356/2010

GOVERNANCE PROCESS – ITEMS FOR DECISION**EXECUTIVE LIMITATION (EL-2) – FINANCIAL PLANNING AND BUDGETING**

The Board reviewed Executive Limitation (EL-2) Financial Planning and Budgeting.

MOVED by J. Clayton, seconded by D. Gustavson, the Board of Governors approve Executive Limitation (EL-2) Financial Planning and Budgeting as amended.

CARRIED
5357/2010

EXECUTIVE LIMITATION (EL-7) – COMMUNICATION AND SUPPORT TO THE BOARD

The Board reviewed Executive Limitation (EL-7) Communication and Support to the Board.

MOVED by A. Luck, seconded by P. Merlo, the Board of Governors amends Executive Limitation (EL-7) Communication and Support to the Board by striking 4.1.

CARRIED
5358/2010

MOVED by R. Horner, seconded by V. Vavrek, the Board of Governors approve Executive Limitation (EL-7) Communication and Support to the Board as amended.

CARRIED
5359/2010

EXECUTIVE LIMITATION (EL-8) – INVESTMENT

The Board reviewed Executive Limitation (EL-8) Investment.

MOVED by A. Luck, seconded by V. Vavrek, the Board of Governors approve Executive Limitation (EL-8) Investment as received with an additional amendment to paragraph 5, (new paragraph 4) changing \$100,000 to \$200,000.

CARRIED
5360/2010

GOVERNANCE POLICY (GP-9.2) COMPLIANCE AND CONTINUITY COMMITTEE TERMS OF REFERENCE

P. Merlo presented for the Board's discussion and consideration, the new terms of reference for the Board Committee on Compliance and Continuity. The name of the Committee was selected based on its alignment with the deliverables of the Committee.

MOVED by P. Merlo, seconded by D. Gnatiuk, the Board approve the Board Committee on Compliance and Continuity and its Terms of Reference (GP-9.2).

CARRIED
5361/2010

2010-2011 GPRC BUDGET

The President presented a balanced budget strategy to the Board based on the provincial reduction of -4.7%. The actual cost to the institution, as a result of the funding announcement by the Ministry, is in excess of -6%.

The overarching principle of Executive in preparing the 2010-2011 budget is to sustain the staffing to the maximum extent possible. People were the number one priority throughout the budget planning process. In order to accomplish this, the President will present to the Board a budget decreased by \$2.1m, containing no contingency funding, and focusing on ensuring students receive the quality service that they deserve.

In addition to the change in the grant structure, the demand for apprentices has dropped significantly. For GPRC this means a reduction of approximately 18% (approx. 260 seats). Positions will be affected to rationalize these reductions. Every effort will be made to minimize the impact to the extent possible.

The Plan and Budget achieves the Board of Governors direction to the President within the Executive Limitations Policy on Financial Condition.

The GPRC 2010-2011 Planning and Budgeting Preparation Schedule states that the Board of Governors will approve in March the reductions required to meet operational requirements. This timeframe is necessary in order to implement the process required by the ASA Collective Agreement and the timeline of April 1.

The Board of Governors has received and discussed the proposed reductions during the Committee of the Whole session.

MOVED by G. Menzies, seconded by J. Clayton, the GPRC Board of Governors approve the recommended reductions as presented in the Committee of the Whole, as required to meet the operational requirements of Grande Prairie Regional College.

CARRIED
5362/2010

P. Merlo expressed how impressed he was with the response by the College to the impacts of the budget. The President recognized those staff that worked to meet the goals of the College by bringing forward solutions. The President also reported that for any cost of living allowance that was scheduled through his contract to be awarded to him personally, as of July 1, he has arranged to donate it back to the College.

GOVERNANCE POLICY (GP-5) ROLES OF CHAIR AND VICE CHAIR

Board members reviewed the Governance Policy (GP-5) Roles of Chair and Vice Chair.

MOVED by P. Merlo, seconded by R. Horner the Board Governance Policy (GP-5) Roles of Chair and Vice Chair is approved as received.

CARRIED
5363/2010

INCIDENTAL INFORMATION

AUDIT COMMITTEE REPORT

V. Vavrek, Chair of the Board Audit Committee, reported on a successful Audit Entrance Meeting. The Committee received very good remarks from the Auditor General's Office with regards to the GPRC management team on the Audit process. GPRC is prepared to meet the needs of the Audit plan and the Board Audit Committee is very positive about the Finance team in place to assist in this year's audit process.

BOARD CHAIR REPORT

The Board Chair reported on the following activities:

- Parchment Signing Throughout the Month
- One on one meeting with President on March 1
- Arctic Winter Games Reception and Opening Ceremony
- March 10 meeting to prepare Board agenda
- March 12 meeting with MLA Wayne Drysdale and President
- March 16 President's Awards Reception
- March 20 GPRC Fairview Campus Convocation
- March 25 Ownership Linkage in Grande Cache
- March 26 Audit Committee Meeting

CEO REPORT

The CEO reported on the following activities:

- Travel to Olds College with Chris Gonnet.
- The recognitions made by Executive for value-added contributions to GPRC and the community (attachment)
- Meeting with Stephen Duckett and John Lehnert
- Meeting City officials regarding transit bus passes
- State of the County address.
- Grande Cache ownership linkage session
- Has been appointed Co-Chair of the Apply Alberta Strategic Operations Committee
- The Alberta Apprenticeship and Industry Training 2010 Awards
- Status of the Knowledge Infrastructure Program grants tenders
- C. Haakstad presented the latest Wisdom magazine.

APPLY ALBERTA DEMONSTRATION

Dean of Student Experience Jean Nordin and Nicole Prediger attended to present to the Board a demonstration of the Apply Alberta Application Process. Since the launch date of February 22, 235 applications have been processed for Grande Prairie Regional College.

SELF-EVALUATION OF GOVERNANCE PROCESS AT THIS MEETING

Board members received in their Board packages the Board meeting self-evaluation form. Members completed the form and handed it in for compilation and discussion at the April meeting.


ROUNDTABLE

Board members comments:

- J. Clayton complimented the many GPRC staff who were key and essential volunteers during the Arctic Winter Games.

ADJOURNMENT

The public meeting adjourned at 4:25 p.m.



Michael O'Connor, Chair



Maureen Clarke, Secretary

MARCH 2010 RECOGNITION

- To each and everyone one who contributed to the success of GPRC's Fairview Campus 2010 Convocation last Saturday, please accept our sincere appreciation. To the faculty and volunteers who participated in the ceremonies, a special thank you for joining us in celebrating our students' achievements and for the very generous contribution of your time and efforts. Every contribution is important and while convocation is a celebration of student achievement, it is also a testament to the faculty, staff and others who go out of their way to support such an event. Your dedication is greatly appreciated by the leadership of Fairview Campus, by the Executive and by our students.
- Bernie Swanson for her helpful and friendly behaviour and always stellar customer service.
- GPRC Men's Volleyball, Women's Volleyball, Women's Basketball, Men's Curling and Women's Curling teams all qualified for playoffs. Congratulations to the Women's Volleyball Team, Coach Ron Thomson, and Asst. Coaches Hugh Bartlett, Jenny Head and Erin Henning for winning the Bronze Medal at the Conference Championships. Athletes are Heather Boos, Kacey Bowman, Krystal Boyd, Ashley Davis-Pajor, Katie Dogterom, Jasmine Hawryliw, Alex Lambright, Brittany Lefebvre, Katelyn Porta, Megan Smith, and Jenice Warkentin
- Congratulations to the Women's Curling team and Coaches Caryl Sallows, Raelynn Shaughnessy and Garth Finlay for winning the Bronze Medal at the Conference Championships. The athletes are Jessica Henricks, Tiffany Hetenyi, Jackie Huitt, Heather Stewart, Stephanie Yanishewski. Congratulations to the Men's Curling team, also coached by Caryl Sallows, Raelynn Shaughnessy and Garth Finlay, for winning the Gold Medal at the Conference Championships. This is the first conference championship in Men's Curling for GPRC since the early 1990's. This year's championship team consisted of: Brett Vavrek (Skip), Mark Pillsworth (3rd), Donald Meurs (2nd), Myles Mix (Lead) and Michael Donaldson (Alternate).
- Many athletes received accolades for their performances during the weekend and throughout the season: Myles Mix was named to the all-star team for the conference championship in Men's Curling; Heather Stewart and Tiffany Hetenyi were named to the all-star team for the conference championship in Women's Curling; Kate Porta was named to the All-Conference 2nd team in only her rookie year for Women's Volleyball; Devon McLeod and John Scheideman were named to the All-Conference 2nd team for Men's Volleyball; Andria Carlyon was named to the All-Conference 1st team, also in her rookie year, for Women's Basketball; Jaelle Buhler was named to the All-Conference 2nd team for Women's Basketball.
- Congratulations to the students of Marketing Strategies BA2090 for raising \$15,443.05 with the fall Peace Country Idol competition. The dollars will pay for the construction of 2 concrete water collection cisterns in southern Ethiopia. In addition, the students raised another \$15,443.05 which is being used to fund the GPRC Marketing Tour to New York City. The students are: Heather Asmussen, Mercy Balogun, Jamie Capot-Blanc, RaeAnne Gibson, Amber Griffin, Wendy Hughes, Danielle Laboucan, Laura Manning, Wade Manzuik, Kirsten Patry, Randi Scheck, Ellise Sekulich, Amanda S kyrpan, Chantal Soucy, Jennie Straughan, Kelly Wilson, Justin Milsted.
- Jordan Pickup and the staff of IT for their fast conversion of the classrooms for the Arctic Winter Games use.
- M. Lummerding and the Campus Operations staff for their hard work to ensure a successful Arctic Winter Games.
- Beth Goldie, Joanne Balance, Sharon Barr, and Brenda Lindquist for their extensive time spent as a volunteer for the Games.

- GPRC is very proud of all of our volunteers who stepped up and showed our commitment as an institution in the success of the Games. Staff and students extended a hand wherever needs, even those that took on extra workload so others could assist with the Games.
- Everyone who participated in the Students' Association Annual GPRC Chili Cook-off and helped to raise over \$300 for the Room of Plenty.
- Bouquet to the first year clinical nursing students in NS1910, who in conjunction with Alberta Health Services, provide a wide range of health promotion activities including programs such as "Do Bugs Need Drugs"; "Teaming Up for Tobacco Free Kids" and Health and Wellness Curriculum Support with content for health promotion topics including nutrition, physical activity, general hygiene and body image. Students travel to participating schools at their own expense.
- Bouquet to 12 second year Nursing Students who participated in H1N1 Influenza Clinics targeting High Risk Groups as well as the General Public at several of the flu clinic locations.
- Congratulations to Archie Meurs of Nortrux, Grande Prairie. Recipient of the employer of choice award that the Apprenticeship and Industry Training Awards Banquet.
- Congratulations to the Director, Writer, and Performers of Sonny's Song.
- Thanks to Nancy Fraser for going above and beyond and accepting additional students into their classes rather than incur the costs of opening up a new section. Excellent example of student centredness.
- Appreciation to Robert Cole for taking time at the Fairview Campus Theatre to make improvements to the Theatre sound system.
- The Department of Community Relations and the Alumni/Foundation Board for organizing the President's Awards Reception. Special thanks to Chris McIntyre for performing throughout the event.
- Bouquet to the Workforce Development Office, Fairview Campus for their numerous articles written and published in local media as well as national publications: Some of those articles include: 'Ready to Ride' Motorcycle Training; Former Vet Clinic helpers realize Dream of a Lifetime (Animal Health Technology) ; Reef Caulder's 2010 Olympic Dream on a Pisten Bully (Turfgrass Equipment Technician); Old techniques and pine beetle killed trees gain new eco-following thanks to College Workshops (Con. Ed - Traditional Building Workshops); Young Beekeepers Needed – for sweet career!; Community Spirit and Dreams combine to rescue historic aircraft; Four special students embark on new life-changing adventure (Transitional Vocational); We've never stopped learning – so neither will our students!; Hybrid Vehicles; Back to the farm – and onward – for today's youths (Green Certificate – College Farm)